

**COOKEVILLE CITY COUNCIL
REGULAR MEETING
MAY 15, 2014
5:30 P.M.**

The Council of the City of Cookeville met in regular session on Thursday, May 15, 2014, at 5:30 p.m., in the Municipal Building, 45 East Broad Street. Mayor Swallows called for a moment of silence, and led the audience in the Pledge of Allegiance. Mayor Swallows then called the meeting to order and asked the Clerk to call the roll. Present and answering roll call were:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

Also present: Cathy McClain, City Clerk; Jim Shipley, City Manager and Dan Rader, City Attorney.

**CONSIDER APPROVAL OF
AGENDA AS PRESENTED**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the agenda as submitted. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**RECEIVE AND CONSIDER
CERTIFIED ELECTION
RETURNS FROM THE OLD
STEWART ROAD
ANNEXATION AREA
ELECTION HELD ON
MAY 6, 2014**

CERTIFICATION OF ELECTION RESULTS

WE, THE UNDERSIGNED MEMBERS OF THE PUTNAM COUNTY ELECTION COMMISSION DO HEREBY CERTIFY THAT WE HELD A REFERENDUM ELECTION ON TUESDAY, MAY 6, 2014, IN 8F CORNERSTONE MIDDLE SCHOOL VOTING PRECINCT IN OUR COUNTY, ACCORDING TO LAW, FOR THE PURPOSE OF ANNEXING LAND TO COOKEVILLE CITY IN PUTNAM COUNTY, AND THAT WE HAVE CANVASSED THE RETURNS OF SAID ELECTIONS AS REQUIRED BY LAW, AND WE DO HEREBY CERTIFY THAT THE FOLLOWING PAGE OF TABULATION ARE A TRUE, CORRECT, AND COMPLETE ACCOUNTING OF THE RESULTS BY PRECINCT AND COUNTY OF SAID REFERENDUM/ELECTION AS ESTABLISHED BY THE CANVASSING OF THE RETURNS, THIS 7TH DAY OF MAY, 2014.

MUST HAVE AT LEAST THREE (3) COMMISSIONERS SIGN:


Chairman, County Election Commission


Secretary, County Election Commission


Member, County Election Commission

Member, County Election Commission



Member, County Election Commission



COOKEVILLE CITY COUNCIL
MINUTES
MAY 15, 2014

5/7/2014 - 9:24:41 AM

Election Date: 5/6/2014



Precinct Summary Report

Putnam County, Tennessee

County Primary Election

TNPOTP14

5/6/2014

E - # Of Election Day Votes	0	PRECINCT STATUS:	REPORTED
A - # Of Absentee and Early Votes	2		
P - # Of Provisional Votes	0		

PUBLIC COUNT:	2
VOTER TURNOUT:	100.00%

Precinct ID: 80

Precinct Name: Annexation Question

----- VOTES -----				
E	A	P	TOTAL	%
VOTES= 2				
0	2	0	2	100.00%
0	0	0	0	0.00%

VOTE FOR 1
QUESTION
FOR ANNEXATION
AGAINST ANNEXATION

Councilman Woodford made a motion, seconded by Councilman Anderson, to accept the May 6, 2014 Certified Election Returns. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

OLD BUSINESS:

CONSIDER APPROVAL OF
MINUTES OF COUNCIL
MEETING HELD ON
MAY 1, 2014

Councilman Anderson made a motion to dispense with the reading of the minutes and approve said minutes as submitted. The motion was seconded by Councilman Woodford. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

CONSIDER ON SECOND AND
FINAL READING ORDINANCE
#O14-04-03, ESTABLISHING
ZONING FOR THE OLD
STEWART ROAD
ANNEXATION AREA

**COOKEVILLE CITY COUNCIL
MINUTES
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Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on second and final reading Ordinance #O14-04-03. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER ON SECOND AND
FINAL READING ORDINANCE
#O14-04-04, CLOSURE AND
ABANDONMENT OF A
PORTION OF HOLLY
AVENUE AND DECLARING
IT AS SURPLUS**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on second and final reading Ordinance #O14-04-04. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER ON SECOND AND
FINAL READING ORDINANCE
#O14-04-05, VARIOUS
AMENDMENTS TO THE
ZONING CODE**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on second and final reading Ordinance #O14-04-05. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

NEW BUSINESS:

**HOLD A PUBLIC HEARING AND
CONSIDER ON FIRST READING
ORDINANCE #O14-05-07,
AMENDING THE BUDGETS OF
THE VARIOUS FUNDS/DEPTS.
OF THE CITY OF COOKEVILLE,
TN, FOR THE FISCAL YEAR
ENDED JUNE 30, 2014**

**COOKEVILLE CITY COUNCIL
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Mike Davidson, Finance Director, gave a detailed report.

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on first reading Ordinance #O14-05-07. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**SET A DATE (6-19-14) FOR
A PUBLIC HEARING ON
ORDINANCE #O14-05-06,
ANNEXATION & ZONING
OF 1.3 ACRES LOCATED
ON THE NORTHWEST
CORNER OF SUMMER-
FIELD ROAD & FISK ROAD
& RESOLUTION #R14-05-10,
ADOPTING PLAN OF
SERVICES FOR SAME**

Councilman Anderson made a motion, seconded by Councilman Woodford, to set the public hearing date on Ordinance #O14-05-06 for 6-19-14 at 5:30 p.m. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER APPOINTMENT
OF REPRESENTATIVE TO
THE PUTNAM COUNTY TAX
EQUALIZATION BOARD**

Councilman Anderson made a motion, seconded by Councilman Woodford, to appoint John Donnelly to the Putnam County Tax Equalization Board for a two (2) year term. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**COOKEVILLE CITY COUNCIL
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**HOLD A PUBLIC HEARING
RELATIVE TO THE “2014
EDWARD BYRNE
MEMORIAL JUSTICE
ASSISTANCE GRANT
PROGRAM”**

Melinda Keifer, Economic & Community Development Coordinator, gave the following report:

**Edward Byrne Memorial Justice Assistance
Grant Program
2014 Local Solicitation**

Grant Amount: \$10,490.00

No match

Program Requirements: Public hearing to inform the public that the City has applied for funds.

Purpose Areas

Law enforcement programs

Prosecution and court

Prevention and education programs

Corrections programs

Drug treatment and enforcement programs

Planning, evaluation and technology improvement programs

Crime victim and witness programs

The CITY and COUNTY agree that \$4,196.00 will be received by Putnam County for the purchase of new in-car video systems for the Sheriff's department. The City of Cookeville will retain the balance of \$6,294.00 toward the purchase of a new communications/dispatch IP console and will administer the grant.

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the “2014 Edward Byrne Memorial Justice Assistance Grant Program” as submitted. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL OF
COOKEVILLE-PUTNAM
COUNTY CHAMBER –
COMMUNITY APPEARANCE
COMMITTEE ACTION PLAN**

Melinda Keifer, Jill Horner, Brandon Stephenson & George Halford submitted a detailed report (*filed in the City Clerk's Office*) of the *Community Appearance Action Plan*.

COOKEVILLE CITY COUNCIL
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Introduction

Cookeville, nestled among the rolling hills of TN is an economic jewel with low cost of living, diversified industries, and numerous educational opportunities including Tennessee Technological University. Cookeville, TN is centrally located among other major cities with immediate access to I-40 and Hwy 111. Cookeville is part of the Highlands Region which is unsurpassed in natural beauty; 17 state parks and natural areas are within a 40 minute drive. The leadership of the region recognizes the positive correlation between visual appearance of a community and economic growth and have come together to form the Community Appearance Committee managed by the Cookeville-Putnam County Chamber of Commerce. Representatives from a variety of public, private and civic organizations met together to start the important conversations that will shape the future of Cookeville, TN. The Community Appearance Action Plan is intended to serve as a guide for the community as a whole when facing beautification issues.

Beginning in 2013, the Community Appearance Committee (see Acknowledgments), assembled for a series of meetings. The first step was to perform a S.W.O.T. Analysis to identify Cookeville's visual Strengths, Weaknesses, Opportunities and Threats. The committee identified top priorities under two categories and determined specific action items. Each action item has a defined purpose and group/organization that will take the lead to complete it.

Cookeville and the Highlands Region is a micropolitan area that is both economically vibrant and naturally beautiful. The Community Appearance Action Plan was designed to provide practical ways to improve the city's appearance and to enhance the quality of life and economic development of the region.

July 1, 2013

Acknowledgements

Community Appearance Action Plan Development Committee
Douglas Aihart - Professor of Agriculture, Tennessee Technological University
David Andrews - Putnam County Sheriff
Kim Blaylock - Putnam County Executive
Jean Davis - Retired Mayor of Cookeville, TN - Cookeville Resident
Toni Evans - Executive Director, CityScape
Jeff Fitzpatrick - Electric Department, City of Cookeville
George Hallard - President/CEO, Cookeville-Putnam Co. Chamber of Commerce
Daw Harris - Cookeville Housing
Jill Harner, Committee Chairman - Hooper, Huddleston & Harner Funeral Homes
Mark Hutchins - University Advancement VP, Tennessee Technological University
Glenn Jones - Putnam County Archivist
Ryan Jorstad - Retired Volunteer
Melinda Kailer - Economic Development Coordinator, City of Cookeville
Randall Kilmon - Field Operations Program Specialist, UCHRA
Paul Korh - CEO, Cookeville Regional Medical Center
Jeff Little - Director/Building Official, City of Cookeville
Lisa Luck - Executive Coordinator, Clean Commission
James Mills, AICP - Director/City Planner, City of Cookeville
Tommy O'Dell - Executive Director, Leadership Putnam
Kari Oldham - First Lady, Tennessee Technological University
Johnny Stiles - President, J&S Construction
Mike Swallows - Swallows Newman Insurance Agency
Abby Williams - First Lady, 42nd District State Representative - Cookeville resident
Rick Woods - Leisure Services Director, City of Cookeville
Lee Wray - 98.5 KISS FM & 94.7 The Country Giant
Project Staff
Molly Brown - Cookeville-Putnam Co. Chamber of Commerce
Denise Bright - Cookeville-Putnam Co. Chamber of Commerce

Boyd Kline, local resident, requested that 9th to Broad Streets be kept for the elderly and not all for rental apartments.

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the Cookeville-Putnam County Chamber – Community Appearance Committee Action Plan. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

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CONSIDER APPROVAL TO
PURCHASE A HYDRAULIC
PUMP FOR EXCAVATOR -
PUBLIC WORKS DEPT.



ESTIMATE	
Date	Estimate #
5/13/2014	4652

Name
City of Cookeville Pm Dec 958 Cookeville TN 38503-0998

Instructions
Quote

Truck / Trailer / Equipment			
270 LC			
Description	Qty	Rate	Total
Hydraulic Pump	1	11,000.00	11,000.00
Seal	1	28.53	28.53
Snap Ring	1	11.41	11.41
Plate	1	70.00	70.00
Coupling	1	1,061.55	1,061.55
We appreciate your business!!		Total	\$12,171.49

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the purchase of a hydraulic pump as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

CONSIDER APPROVAL OF
ENGINEERING CONTRACT
AMENDMENT (2) FOR THE
SANITARY SEWER TANK
SIZING & LOCATION

MEMORANDUM

TO: City Council
City Manager

FROM: Ronnie J. Kelly, Director *RJK*

DATE: May 8, 2014

SUBJ: Engineering Contract Amendment (2) – Tank Sizing & Location

On April 19, 2012, the City Council authorized our department to enter into an engineering contract with Gresham Smith & Partners. The contract was structured to provide consulting engineering services necessary to develop a hydraulic sewer model for our Department. The model is to be used as a tool to assist in the formulation of capital improvements. As new areas of Cookeville are added to the sanitary sewer system, the model will allow us to identify and eliminate pinch points or bottlenecks in the system that could contribute to sanitary sewer overflows. The fee was broken down as follows:

Engineering fees - \$69,488
Flow Monitoring Fee - \$43,720
Reimbursable Expenses - \$1,200

We amend the Flow Monitoring portion of the contract, Amendment (1), to allow an additional five (5) months of monitoring at a total cost of \$27,000.

We are now ready to run the model and determine the appropriate size and location, or locations, of constructing one or more equalization basins. We have negotiated a price of \$36,652 with the engineering firm and will be placing the item on the Council agenda for consideration.

If you have any questions or comments please feel free to give me a call.

**COOKEVILLE CITY COUNCIL
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Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the Engineering Contract Amendment #2 for the Sanitary Sewer Tank Sizing & Location as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL OF
AN ENERGY EFFICIENCY
DEMONSTRATION PROJECT
AGREEMENT BETWEEN
CITY OF COOKEVILLE AND
TENNESSEE VALLEY
AUTHORITY**

Tony Peek, Electric Department Director, gave the following report:

Energy Efficiency Demonstration Project Agreement

- Agreement between City of Cookeville and TVA providing for a Heat Pump Water Heater Demonstration Project.
- TVA in collaboration with the Electric Power Research Institute will conduct the project.
- TVA /EPRI will provide all equipment, materials, research design and plans, instrumentation, data monitoring and system maintenance at no expense to TTU.
- The project will be conducted and installed at the TTU "Technology Village Community Center" located at 920 Laurel Avenue.
- The Demonstration will seek to independently quantify energy savings, peak demand reduction, and customer satisfaction for commercial heat pump water heaters.
- Benefits to TTU include domestic hot water energy cost savings, extra cooling capacity to reduce cooling costs, understanding the energy savings potential, experience in applying and utilizing new highly energy efficient equipment.
- The installed equipment is kept by TTU in return for participation.

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the Energy Efficiency Demonstration Project Agreement as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**COOKEVILLE CITY COUNCIL
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HEARING OF CITIZENS AND/OR DELEGATIONS:

Molly Brown, of Cookeville-Putnam County Chamber of Commerce, reported that on May 19th around 4:30 p.m. Cookeville will be a major stop for the 26th Annual "*Run for the Wall*" a group of Veterans on motorcycles on their way to Arlington National Cemetery!!!

Councilman Woodford reminded everyone that the "*Taste of the Town*" (on the Westside) will be on May 17th.

Mayor Swallows proudly announced that the Tennessee State Hog Rally (Harley-Davidson) will be in town May 27th through May 31st!!!

Mayor Swallows recognized Ben Reed with Boy Scout Troop #371.

There being no further business to discuss, Councilman Woodford made a motion, seconded by Councilman Anderson, to adjourn the meeting at 6:18 p.m. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

Matt Swallows, Mayor

ATTEST:

Cathy McClain, City Clerk